



PORTLAND BUREAU OF TRANSPORTATION

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Jo Ann Hardesty Commissioner **Chris Warner** Director

Northwest Parking District Stakeholder Advisory Committee (SAC)	Zoom Meeting May 18, 2022 4:30 p.m. - 6:00 p.m.
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To watch meeting recording go to:

<https://us06web.zoom.us/rec/share/zF5N3hQGGt8bGjuzLwHSI9p1h7SEoWIUCVTzDPOqgnce3Q-mNlpTVN-bRQcNENgT.KSO0J7GkH-WMAqor>

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Meeting Summary

Members in Attendance

Rick Michaelson (Chair, At-large)
Nick Fenster (Vice Chair, Northwest Business Association, NWBA)
Jeanne Harrison (Northwest District Association, NWDA)
Karen Karlsson (Northwest District Association, NWDA)
Parker McNulty (Northwest District Association, NWDA)
Thomas Ranieri (Northwest Business Association, NWBA)
Peter Rose (At-Large)
Don Singer (Northwest Business Association, NWBA)
Amy Spreadborough (Northwest Business Association, NWBA)
Alexandra Zimmerman (At-Large)

Members Absent

Daniel Anderson (At-Large)
Mark Stromme (At-Large)
Ron Walters (Northwest District Association, NWDA)

Portland Bureau of Transportation (PBOT) Staff

Rae-Leigh Stark (Northwest Parking District Liaison)
Stanley Ong (Parking Program Specialist)
Sarah Goforth (Program Manager, Transportation Wallet)
Lisa Strader (ADA Coordinator)

Kristan Alldrin (Program Manager, Parking Operations)

Public in Attendance

Kayla Chaterji
Allen Classen
Steve Pinger
Lewellyn Robison
Greg Theisen
Todd Zarnitz

Welcome & Announcements

Rick started the meeting at 4:35 PM.

Meter District and Permit Changes

Rae-Leigh went over the change in enforcement hours. At the previous meeting, the voted to adjust the time when payment of the meters is required from 9:00 to 10:00 am. There is a cost to make the change – staff time, reprogramming the meters, and changing the signs. Making the change only in the morning is not supported by data. PBOT will defer change of meter enforcement hours until after Performance-Based Parking Management has been implemented. It is planned to be implemented in Downtown July 2023. NW will follow, and discuss further in July committee meeting.

PBOT is not recommending any permit changes currently. Next parking occupancy study is in October.

There were 3 companies that requested an approval to purchase 50 or more Business Zone M permits.

There are limits in the number of permits available to residential building based off the occupancy date and the number of units. Historically, before 2020 there were 4 residential buildings that had reached their permit limit. There currently is only 1 residential building that has reached their permit limit.

Off-street parking declaration had reduced the number of issued permits by 57 in 2021-22, There are 129 Resident Zone M permits issued in category A that would not qualify if they were required to use their available off-street parking.

Questions/Discussion

Rick asked what data the committee will have by waiting that they do not currently have regarding when changing the hours meters need to be paid. Rae-Leigh said we will have more consistent data that is a bit more distanced from the impact of the pandemic.

Don asked how the data does not support changing only the morning enforcement hours. Rae-Leigh said that the evening occupancy is higher than in the morning, so it is difficult justifying changing only the morning hours. Don asked if occupancy at 75.7% is considered an issue since it is below the 85% threshold. Don reiterated that he believes that the data supports the change in the morning.

Karen asked to clarify when performance-based parking will be implemented in NW. Rae-Leigh said it likely would be implemented in NW in 2024.

Nick said that 85% is the target occupancy threshold when mitigation steps need to be implemented. Since the 7 pm peak occupancy rate is below that, it does not appear to support extending the evening meter payment requirement.

Jeanne said that she had voted to change the morning hours at the April committee meeting but was under the impression that it would also shift the evening hours in order to maintain the number of hours of enforcement.

Karen recalls that some committee members wanted to adjust the evening hours. The time change was split into parts since not all committee members wanted to shift the evening hours. She recalls that before the pandemic, the evening occupancy approached 85%. She would like to know the cost to make a change in enforcement hours. She is also disappointed that they would need to wait until 2024 to change meter enforcement.

Rick reiterated that the 50 business permit threshold is a trigger for action, and not a cap. If the business is requesting more than 50 permits, then the business would need to meet with the TDM subcommittee first.

Karen asked to confirm if there is a requirement for residential buildings to use their available off-street parking first before their residents can get a Zone M permit. Rae-Leigh confirmed that there is a requirement based off age of the building and the number of units. The limits apply only to buildings built after August 7, 2013 (category B and C) and does not apply to older buildings (category A).

Karen agrees that they should reconsider looking at the off-street declaration and Zone M permit limits for category A residential buildings. She also said that the committee should look at the low-income thresholds. Rae-Leigh said that she hopes that PBOT has a recommendation for standardized low-income criteria by next year.

Rick suggested that the committee considers simplifying the process in the future, such as treating category B and C residential buildings the same.

Permit Surcharge Revenue Budget (PSR)

This is the first of two SAC meetings on budget. They will discuss at this meeting, and vote in June. Permit Surcharge Revenue (PSR) comes from the \$120 surcharge for Zone M permits. The district is on track to collect \$550,000 in FY 2021-22, and it is forecasted that revenue will remain the same in FY 2022-23. Including carryover, they will have \$1.5 million of PSR to fund projects. They are carrying over the line item for the evaluation of TDM programs.

Quarterly campaigns will include the summer open house, fall employer outreach, and launching the Transportation Wallet app. There is a hold for transportation incentives such as streetcar passes, hop or BIKETOWN credit.

Sarah presented the Transportation Wallet proposed budget for FY 2022-23. Budgeted amounts are based off data from the last three years of distribution. She recommends keeping the product offerings the same - \$175 TriMet hop card, annual streetcar pass, \$99 BIKETOWN, \$30 total e-scooter credit, and \$30 Free2Move carshare credit. There are different ways to acquire a TW – purchase, permit trade ins, lower incomes, New Mover. A new program is being proposed called Transportation Wallet PLUS. Program total is \$369,255.

\$565,000 for capital projects. This includes continuing the implementation of temporary curb extensions, repainting existing curb extensions. NWIM is not requesting additional funding in FY 2022-23. Zef will present NWIM update in July. There is \$100,000 hold for Transportation/Safety projects.

There is a buffer in the proposed PSR budget. They typically only spend about 60% of the proposed budget each year. However, if all the proposed expenses occur, there will be a little over \$376,000 left.

Questions/Discussion

Rick said that PSR is usually consistent over the years, and the main thing that would impact this is adjusting the surcharge.

Rick asked if the committee will be able to hire a consultant to evaluate the TDM programs in 2023. Rae-Leigh said that is the plan. PBOT has a consultant firm that specialize in TDM on-call.

Rick said that the program evaluation will focus on the effectiveness of their TDM programs and will look at if they are reducing parking and travel demand, or if there are other more effective uses.

Rick asked for example transportation of safety project that the capital project hold would be used for. Rae-Leigh said it could be used for pedestrian improvements such as a new crosswalk, or any project that is related to safety and transportation. The committee would need to make a recommendation on the specific project.

Amy asked if Saint Clair crossing would be an example project for the Transportation and Safety Project Hold. Rae-Leigh said that there is a separate line item in the proposed budget. Gabe will be proposing at Tuesday's Capital Projects meeting. There is an ODOT grant, but it is short funding. This specific project is not an example for Transportation or Safety project, but projects of this type would be an example.

Rick said that Gabe is looking at other source of funds. The amount that is being requested this time is significantly less than the earlier request.

Rick said that their informal committee goal for the ending fund balance is at least one year in reserve. This will leave a little more than that but is pretty close to it.

Amy asked if they would take out what is approved for Saint Clair from the Transportation and Safety Projects Hold and consider the Saint Clair crossing as the transportation safety project for the year. Jeanne agrees with Amy. Rick said that the Saint Clair crossing will be the transportation and safety project for FY 2022-23.

Parker asked if there is room for flexibility for projects like the Saint Clair crossing. \$250,000 seems like a lot of money. Parker asked if there is a way to spend the funds throughout the neighborhood. Multiple committee members agree that the \$1.9 million total project cost seems high. Ricks said that projects in the city in general are costly, and that a project he is currently working on needs one curb ramp and that they are budgeting about \$80,000.

Amy commented that she recalls previous discussion asked about redirecting NWIM funding to the Saint Clair crossing. Rick said that this is part of the reason they are not funding NWIM this year.

Rick commented that if the committee identifies any transportation or safety project for the hold, it is unlikely to be spent in the same fiscal year.

Parker said that the cost of the Transportation Wallet program seems high. Rae-Leigh said that regarding what is included in the Transportation Wallet, the only one that they pay full price for is the TriMet hop credit. There will be flexibility next year with the app since they

are issuing the hop credit in parts. For the streetcar pass, they only pay \$100 for \$440 in value. For the other credits, it's based off actual usage.

Parker commented that it is roughly \$325 per wallet. Rick said that the TDM subcommittee has been asking about how effective the TW program is, which is partially why they want a study done.

Public Input

Greg Theisen put in the chat when the committee was discussing streetcar sponsorship as part of the proposed PSR budget- "We need an evaluation of the street system performance in NW. Focusing just on the streetcar system is inadequate given the impacts it will have on the network and also on the commercial district, as Karen states."

Net Meter Revenue (NMR)

Rae-Leigh reminded the committee that 51% of the net meter revenue is distributed to the district. Before the revenue is split, operational costs are deducted. The estimated NMR Budget for FY 2022-23 is \$591,705. Beginning balance is a little over \$1 million. There are also \$1.125 million from previous set asides. For FY 2022-23, budgeted for \$150,000 for each the Off-Street Parking Set Aside and 23rd Street Set Aside (was \$350,000 each before the pandemic). It is anticipated that NMR will return to 2019 levels next year.

Questions/Discussion

Karen said that the way the committee goes about capital projects needs to be looked at. It currently takes a long time and feels like funds are being put to set asides, data analysis, staff.

Parker asked if there is an accounting of the funds that have been set aside to date broken down by purpose. Rick said there is, and that Rae-Leigh can send it to him. Rae-Leigh said that there is \$1.275 million set aside for NW 23rd and off-street parking.

Rick said that a maximum amount to be set aside has not been determined, but should be considered in the future.

Rick is looking forward to Zef's presentation regarding NWIM. 21st and Glisan is on their project list for next year.

Streetcar Sponsorship Discussion

Karen is concerned that the proposed route change will reduce the amount of service on 23rd Avenue. It currently is a loop. With the new proposal, you would need to get off and get back on at different stops if you want to avoid going to Montgomery Park.

Rae-Leigh said that streetcar is doing a system evaluation this summer. She will reach out to Dan to see if they can share with the committee.

Streetcar sponsorship is currently done on a year-by-year basis. The sponsorship allows the committee to get discounted annual streetcar passes for the Transportation Wallet. The amount saved on streetcar passes is greater than the cost of sponsorship.

Rick said that he anticipates that streetcar will request capital funds from the committee in the future. Before that, the committee should know what their position is, as well as the position of both the NWDA and NWBA.

Karen reiterated that people would need to get off on 23rd in order to avoid riding to and from Montgomery Park first.

Recruitment Prep and Timeline

- June 17 Application live
- August 1 Application closes
- August 8 Week of, meet with Evaluation Committee
- August 15 Week of, phone interviews if needed
- September 9 Decision notification
- October 17 First SAC meeting

Rae-Leigh asked committee members to contact her if someone interested in joining the Evaluation Committee. The Evaluation Committee is planned to have one NW Parking District committee member, one representative from PBOT's Transportation Justice Committee, and one representative from another parking district.

Prior to the application going live, committee feedback is needed for the application questions, "what we look for", and the outreach plan. Will send survey to committee members tomorrow and would like responses submitted by May 27.

Questions/Discussion

Rick asked if the timeline only applies to at-large seats. Rae-Leigh said that they designated seats still need to go through the application process, but they will not be evaluated by the Evaluation Committee. She would prefer that the timeline to match so that onboarding is all on the same timeline.

Rick asked for a reminder of how many positions will be open. Rae-Leigh said a total of 7 - 2 at-large, 3 NWBA, 2 NWDA.

Rick said that NWDA had submitted a letter objecting to term limits and the preferred criteria. The NWDA wrote about having their members serve beyond the term limits. Rae-Leigh said that she has received it and submitted it to Civic Life. She will update the committee when she hears more.

Jeanne commented that she had suggested to the NWDA that she anticipates that Civic Life will object to extending term limits. She suggested encouraging leaving committee members to continue their involvement in a mentor role.

Rick agrees that this is a good idea. Whether they extend term limits, people like Don and Ron should be kept around.

Parker said that the concern with term limits is that the term limits were imposed by Civic Life. He thinks it should be up to the neighborhood to determine their own position. There is concern that PBOT and Civic Life are dictating the terms in how they participate. Younger NWDA members do not consistently remain engaged as older members.

Alex wanted to offer a perspective as an at-large committee member. Keeping institutional knowledge is great but she is unsure if mentor program is the best route. Regarding impression that young members do not get engaged – she feels that some people do not feel comfortable to be involved with the NWDA. There are other ways people are involved in the neighborhood aside from NWDA.

Peter asked what happens if the dedicated NWDA/NWBA seats are not filled. Rick said they remain empty. Peter said that does not make sense.

Alex reiterated that there are a lot of ways to be engaged in the neighborhood. If the NWDA or NWBA are not inviting to the individual, there needs to be other ways to be involved. If NWDA or NWBA cannot fill the seats, the committee should explore the seat assignments.

Ricks said that the NWDA and NWBA are responsible to find appropriate committee members if they want the existing committee structure to continue.

Don said that there was not a mention of term limits when they first started and that none was in the ordinance. It feels like Civic Life is forcing the change. Don said that you risk losing institutional knowledge when there are term limits.

Rick encourages committee members to try to find as many good applicants as possible to fill the vacant seats.

Steve Pinger asked if the NWDA letter was discussed. Rick said that it was, and they are awaiting a response from Civic Life.

New Business

Meeting adjourned at 5:35 pm.

PBOT Action Items

- Provide cost of changing meter enforcement hours
- Send accounting of set asides to Parker